



City of NORFOLK

C: Dir., Department of Public Works

To the Honorable Council
City of Norfolk, Virginia

January 12, 2016

From: David Ricks, Director of Public Works

Subject: Acceptance of Department of Environmental Quality Grant of \$32,516 for litter prevention, recycling, and environmental educational programs

Reviewed:

Ronald H. Williams, Jr., Deputy City Manager

Ward/Superward: City-wide

Approved:

Marcus D. Jones, City Manager

Item Number:

R-13

- I. **Recommendation:** Adopt Ordinance
- II. **Applicant:** City of Norfolk, Department of Public Works
- III. **Description:**
This agenda item will authorize the acceptance of a Department of Environmental Quality ("DEQ") Grant of \$32,516 for litter prevention, recycling, and environmental educational programs and will appropriate and authorize the expenditure of the grant funds for such programs.
- IV. **Analysis:**
This non-competitive grant shall be used for the City of Norfolk's (City's) litter prevention and recycling program implementation, continuation, and/or expansion. Specifically, the grant funds are to be used to support the educational activities of the city's new Clean Neighborhood Plan and the expansion and enhancement of Norfolk's recycling programs. The grant will be administered by the staff of Keep Norfolk Beautiful/Department of Public Works.
- V. **Financial Impact:**
This grant does not require matching funds and is administered utilizing current staff.
- VI. **Environmental:**
N/A

VII. Community Outreach/Notification:

This project has been coordinated with the Norfolk Environmental Commission, Division of Waste Management, and Division of Storm Water Management. Public notification for this agenda item was conducted through the city's agenda notification process.

VIII. Board/Commission Action:

N/A

IX. Coordination/Outreach:

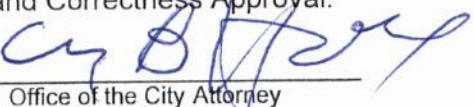
This letter has been coordinated with the Department of Public Works and the City Attorney's Office.

Supporting Material from the City Attorney's Office:

- Ordinance
- DEQ Grant Award Letter
- Signed FY2016 DEQ Application and Contract

11/30/15 1m/sb

Form and Correctness Approval:

By 
Office of the City Attorney

NORFOLK, VIRGINIA


Contents Approved:

By 
DEPT. PUBLIC WORKS

Pursuant to Section 72 of the City Charter, I hereby certify that the money required for this item is in the city treasury to the credit of the fund from which it is drawn and not appropriated for any other purpose.

\$ 32,516.002275 10 8955

Account


Acting Director of Finance12/15/15
Date**ORDINANCE No.**

AN ORDINANCE ACCEPTING A \$32,516 COMMONWEALTH OF VIRGINIA, DEPARTMENT OF ENVIRONMENTAL QUALITY GRANT FOR LITTER PREVENTION, RECYCLING, AND ENVIRONMENTAL EDUCATIONAL PROGRAMS AND APPROPRIATING AND AUTHORIZING THE EXPENDITURE OF THE GRANT FUNDS FOR THE PROGRAMS.

- - -

BE IT ORDAINED by the Council of the City of Norfolk:

Section 1:- That a \$32,516 grant from the Commonwealth of Virginia, Department of Environmental Quality, for Litter Prevention, Recycling and Environmental Education Programs is hereby accepted.

Section 2:- That \$32,516 in grant funds is hereby appropriated and authorized for expenditure for the Programs, if and when made available from the Commonwealth of Virginia, Department of Environmental Quality.

Section 3:- That this ordinance shall be in effect from and after the date of its adoption.

Roll, Jennifer

From: Roll, Jennifer
Sent: Friday, October 23, 2015 12:56 PM
To: Roll, Jennifer
Subject: FW: 2016 Litter Grant Award Letter



COMMONWEALTH of VIRGINIA

DEPARTMENT OF ENVIRONMENTAL QUALITY

Molly Joseph Ward
Secretary of Natural Resources

Street, Richmond, Virginia 23219

1105, Richmond, Virginia 23218

Street address: 629 East Main

Mailing address: P.O. Box

David K. Paylor
Director

(804) 698-4020
1-800-592-5482

www.deq.virginia.gov

October 8, 2015

Mr. Marcus Jones
City Manager, City of Norfolk
810 Union Street
Norfolk, VA 23510

Dear Mr. Jones,

I am pleased to inform you that a grant award of **\$32,516.00** has been approved for the **City of Norfolk** Litter Prevention and Recycling Program activities for the period July 1, 2015 to June 30, 2016. Processing of the grant awards is underway, and a payment for this amount should be received within the next two weeks if funds can be transferred electronically (EDI) or in thirty days if processing by check is required.

If you have any questions or need additional information, please contact me at prina.chudasama@deq.virginia.gov or at 804-698-4159.

Sincerely,

Sanjay Thirunagari

Sanjay Thirunagari
Manager, Recycling and Litter Programs
Division of Land Protection & Revitalization

Virginia Department of Environmental Quality

FY 2016 APPLICATION AND CONTRACT FOR A
VIRGINIA LITTER PREVENTION AND RECYCLING GRANT

Grant Period: July 1, 2015 through June 30, 2016

Deadline for application: June 30, 2015

Applicant Status: Are you applying as a single locality? ☒ Yes or ☐ No (If yes, fill in ONLY your local government name on the line for The Primary Agency)

OR -

Are you applying as a co-op? ☐ Yes or ☒ No (If yes, fill in your agency as the primary agency and the localities that you are representing in addition to your own on the "Localities of" line)The Primary Agency: City of Norfolk ~~representing the~~

Localities of _____

The Agency is applying for FY 2016 grant funding and agrees to use these grant funds to perform the litter prevention and recycling activities listed below: (Note: for an agency to qualify, a minimum of two items must be selected.)

Yes	No	Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Planning & Organization		Adopt-A Programs (if more than one, please list)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Recycling			
<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Youth Education			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cleanups		Other activities (List)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fishing Monofilament Recycling	
Law Enforcement			
<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Public Communication			

I certify that the above information is correct and agree to the terms and conditions contained herein and in the Guidelines (DEQ-LPR-2) for this grant program. For Co-op applications, I certify that a written agreement between the Coordinating Agency and each participating locality is on file.

Name of Organization: Keep Norfolk Beautiful- City of Norfolk

Name of Authorized Official: Marcus Jones

(Please print)

Email Address for Grant Notifications _____

Secondary email address, if needed, for grant notifications: _____

Circle correct title: (County Administrator, City Manager, Town Manager or Coordinating Agency's Executive Director)

Signature: [Signature]
 Address: 810 Union St.
 Norfolk, VA 23510
 Phone: 757-664-4242

Date: 6-9-2015
 FIN# 546001455
 FIPS# 710

As long grant funds are committed by June 30, they can be reported as committed funds (outstanding invoices) on your accounting report as having been spent. Unspent funds will be deducted from the locality's FY 2015 - 2016 grant.

Do you expect to have any unspent grant money remaining? ☐ Yes ☒ No

INFORMATION BELOW IS FOR DEPARTMENT OF ENVIRONMENTAL QUALITY USE ONLY

Signature of DEQ Official: _____ Date: _____

DEQ
USE
ONLY

TRANS	AGENCY	FUND FUND DET	FFY	PROGRAM PROG SUB ELE	OBJECT	AMOUNT	COST CODE
325	440	0925	2016	515 09 00	1451		501
INVOICE NUMBER			PROJECT CODE		DESCRIPTION		
			90024				
GRANTS				LITTER PREVENTION AND RECYCLING			

Mail to: Steve Coe, DEQ, Litter and Recycling Grant, P.O. Box 1105, Richmond, VA 23218

	Litter Prevention & Recycling Grant 2275-10-8733-8837-XXXX-FY16			General Fund 2300-35-010-XXXX-308				
Updated: 12/09/14	Projected FY15 Cost Total (LPR Grant)	Actual Cost- FY15	Balance/Deficit	Projected FY15 Cost Total (General Fund)	Actual Cost- FY15	Balance/ Deficit	Lead Staff	Notes
Repairs- Buildings (5201)	\$ 140	\$ -	\$ 140					
EcoGarden Maintenance (Plants & materials for relocation)	\$ 140		\$ 140					
			\$ -					
Repairs - Office Equipment (5206)	\$ 100		\$ 100					
			\$ -					
Supplies - Office (5232)	\$ 2,337		\$ 2,337					
			\$ -					
Supplies-Cleaning & Household (5234)	\$ 350		\$ 350					
			\$ -					
Supplies- Clothing and Personal (5236)	\$ 4,100	\$ -	\$ 4,100					
Pet Waste Station & Bags	\$ 1,700		\$ 1,700					
Vests & Gloves	\$ 2,000		\$ 2,000					
Staff Clothing	\$ 400		\$ 400					
			\$ -					
Small Tools (5239)	\$ 600	\$ -	\$ 600					
Litter Clean up Tools	\$ 100		\$ 100					
Trash Bags for litter pickups	\$ 500		\$ 500					
			\$ -					
Signs (5246)	\$ 983	\$ -	\$ 983					
Signs - Adopt A Spot	\$ 883		\$ 883					
Eco Garden Plant label Replacement	\$ 100		\$ 100					
			\$ -					
Computer Software (5282)	\$ 100		\$ 100					
			\$ -					
Electricity (5290)	\$ 2,000		\$ 2,000					
			\$ -					
Chargeouts- Reprographics/Print Shop (5296)	\$ 250	\$ -	\$ 250					
Document/envelope printing	\$ 250		\$ 250					
			\$ -					
Temp Services (Admin) (5304)	\$ 6,877	\$ -	\$ 6,877					

Temporary Staffing (Abacus) - Betsy Brichter	\$	6,877		\$	6,877				
Other Contractual Services (5307)	\$	500	\$	-	\$	500			
NEC Strategic Planning Session- Facilitation Services	\$	500		\$	500				
Telephone (5316)	\$	100	\$	-	\$	100			
Cell Phone- Recycling Coordinator and Staff	\$	100		\$	100				
Promotional Activities (5331)	\$	9,324	\$	-	\$	9,324			
Volunteer SWAG	\$	1,000		\$	1,000				
Green Reader Books	\$	4,000		\$	4,000				
Clean City Cookout Favors	\$	1,250		\$	1,250				
GAC Group Leader -	\$	2,124		\$	2,124				
Group Leader Bags (300 @ .99 ea)	\$	350		\$	350				
Clean City Cookout-Awards, Photos, Frames, Entertainment, Etc.	\$	500		\$	500				
Recycling Communications, Education and Outreach Plan Implement				\$	-				
Household recycling bin decals	\$	100		\$	100				
Membership Dues and Subscriptions (5335)	\$	100	\$	-	\$	100			
Other Subscriptions & Memberships-Waste & Recycling	\$	100		\$	100				
Travel and Training(5345)	\$	2,055	\$	-	\$	2,055			
Keep America Beautiful National Conference Jan. 2015	\$	2,000		\$	2,000				
Virginia Marine Debris Conference	\$	55		\$	55				
Mileage (5347)	\$	2,000		\$	2,000				
Refuse & Garbage Disposal (5371)	\$	100		\$	100				
Equipment Rental (5377)	\$	500	\$	-	\$	500			
Clean City Cookout Tents, Tables, Chairs, Table Cloths \$500	\$	500		\$	500				
Totals	\$	32,516	\$	-	\$	32,516			